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Executive Assistant to DCI

26 October 1953

Director of Training

Weekly Summary Report

Document No. 119  
 NO CHANGE in Class. ☐  
☐ DECLASSIFIED  
 Class. CHANGED TO: TS S (C)  
 DDA Memo, 4 Nov 77  
 Auth: DDA REG. 77/1763  
 Date: 27/01/78 By: 008

1. Dr. Allan Evans of the Department of State and Dr. Horace Craig of the Operations Coordination Board gave lectures in the SIC(1) during the past week.

2. Mr. Nelson Rockefeller will be the keynote speaker for the Twelfth Agency Orientation Course in November. The Chief, Orientation and Briefing Division, O/TR, has discussed with Mr. Rockefeller many details in connection with his presentation, and it is believed that his enthusiasm augurs well for the success of the undertaking.

3. The following is a breakdown of military and civilian personnel of the U. S. Air Force Directorate of Intelligence who attended the Indoctrination Program during the period 30 March through 24 September 1953:

<u>Rank</u>	<u>Number Attending</u>
Colonel	7
Lt. Colonel	21
* Commander	1
Major	23
* Lt. Commander	12
Captain	9
* Lieutenant (J.G.)	6
	<u>77</u>
Civilians	<u>77</u>
TOTAL	154

\* Naval personnel assigned to DI.

4. With the impending return of military officers who have been processed in the OCS program, the Chief of Administration, DD/P, has been requested by the Chief, Junior Officer Trainee Division, to make appropriate provision for placing these personnel on the Military T/O of their sponsoring offices, and for their eventual reinstatement in those offices at the end of their tour of military duty, in accordance with the agreement made when these personnel entered the OCS program.

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5. The Glossary of Intelligence Terminology, TM 100-1, prepared by O/TR, has been published. Distribution, principally within O/TR, is in process. Initial distribution outside O/TR is to Training Liaison Officers and a few individuals who have requested copies. Further distribution will be based on request.

6. Two elementary Japanese classes will begin the first week in November. The first class will be conducted after hours by Mr. [REDACTED] Chief, Japan-Korea Branch, FBI, with emphasis on spoken competence. The class was organized at the request of FE. The second class will be conducted during working hours by Mr. [REDACTED] of O/TR, with emphasis on both spoken and written competence. The class was organized at the request of FE.

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9. The Catalogue of O/TR Courses, primarily for Clandestine Service personnel, which had been held up for many months, finally appeared on 21 October. The Office of Training respectfully requests that the top echelons of CIA at least glance through the Catalogue for a quick survey of the training now available to members of the Clandestine Services. Work on revision of the Catalogue with a view to the publication of an Agency issuance is beginning at once.

10. Among new course plans to be reflected in a revised catalogue are the following:

a. Maritime

The Chief, Maritime Training Branch, O/TR, has already proposed a curriculum for a classroom course in maritime training to be given at Washington [REDACTED]

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c. Refresher

It is now definite that by February 1954, O/TR will offer the first course designed specifically to bring returnees up to date on the problems, programs, and procedures of the Agency. From that time on, Phase III will be designed specifically for newcomers, and will no longer be handicapped by having to compromise between the needs of newcomers and returnees.

d. Weapons

O/TR is capable of qualifying students in the use of a number of common firearms. This extension of the present method of offering familiarization and range practice will be put into effect and further study shows that the service is needed.

e. Reporting

The old course on reporting for professional reports officers will be revised and reactivated at the earliest possible date.



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12. The overseas-type pouching procedure for [redacted] which has been under study for the past three weeks has been established and will be announced in an O/TR Notice within a few days.

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13. Students presently in full-time O/TR courses in CIA installations..... 267  
 Students presently in part-time O/TR courses in CIA installations..... 415  
 Students presently in full-time external training..... 109  
 Students presently in part-time external training..... 179

TOTAL 961

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cc: DD/P  
 DD/I

MATTHEW BAINO

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